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COUNSELOR REPORT

Please fill out after you complete your work on a mediation session, or on a focused evaluation/investigation (emergency screening, early resolution assessment, fast-track evaluation or any other time-limited, focused evaluation/investigation.)

Thank you for your time and cooperation

This was a ☐ mediation
☐ focused evaluation/investigation

1. Date of session: ____/____/____ Counselor I.D. _____

2. What background do you have on this case? (Please check all that apply)

- ☐ I have met with the family before
- ☐ Have case file/intake sheet
- ☐ Have legal file
- ☐ Have moving papers
- ☐ Have records check
- ☐ Have computer file
- ☐ Nothing
- ☐ Other (Please describe)

3. What brought this family to Family Court Services? (Please check all that apply)

- ☐ OSC
- ☐ OSC modification
- ☐ Domestic violence TRO
- ☐ Voluntary return to service
- ☐ Other (Please describe)
- ☐ Ex parte
- ☐ Court ordered review
- ☐ Paternity dispute
- ☐ Don't know

4. Has the family been seen in Family Court Services before?

- ☐ Yes
- ☐ No
- ☐ Don't know

A. When was the last time they were seen?

- ☐ Don't know
- ☐ Within the last 3 months
- ☐ 4 to 12 months ago
- ☐ Over 12 months ago

B. Including this session, about how many FCS sessions have they had?

(Include all sessions for this and other actions) _____

- ☐ Don't know



5. What is the date of the first moving papers in this case? / / 8 ☐ Don't know

6. With whom did you meet today? (Please check all that apply)

☐ Mother and father together ☐ Mother alone ☐ Father alone

6A. Why did you meet with one/both parents alone?

- ☐ Domestic violence restraining order
☐ No restraining order, but domestic violence concerns
☐ Speaker phone session
☐ Routinely meet with each parent alone as part of the session
☐ Other (Please describe

7. Were allegations made before or during session?

☐ No ==> **SKIP TO QUESTION 8**

☐ Yes **IF YES: Check below all that apply**

Who is alleged to have done this?

<u>Allegations:</u>	<u>Mother</u>	<u>Father</u>		
Child neglect	<input type="checkbox"/>	<input type="checkbox"/>		
Child abduction	<input type="checkbox"/>	<input type="checkbox"/>		
Domestic violence	<input type="checkbox"/>	<input type="checkbox"/>		
Maligning the other parent in front of the child	<input type="checkbox"/>	<input type="checkbox"/>		
Psychological disorder	<input type="checkbox"/>	<input type="checkbox"/>		
Harassing the other parent	<input type="checkbox"/>	<input type="checkbox"/>		
Drug or alcohol abuse	<input type="checkbox"/>	<input type="checkbox"/>		
Stalking the other parent	<input type="checkbox"/>	<input type="checkbox"/>		
			Someone associated with Mother	Someone associated with Father
Physical abuse of child	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual abuse of child	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional abuse of child	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (Describe below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. Other parent issues (Please check all that apply)

Which parent?

Mother Father

Move away ☐ ☐
Changes in circumstances ☐ ☐
Parent does not show for visitation ☐ ☐
Parent prevents visitation ☐ ☐
Other (Please describe): ☐ ☐

9. Child issues *(Please check all that apply)*

- | | |
|--|--|
| <input type="checkbox"/> Behavior problems | <input type="checkbox"/> Medical needs |
| <input type="checkbox"/> Emotional adjustment | <input type="checkbox"/> Child has difficulty with transitions |
| <input type="checkbox"/> Age appropriateness of parenting plan | <input type="checkbox"/> Child refuses to visit |
| <input type="checkbox"/> Child's developmental progress | <input type="checkbox"/> Child safety |
| | <input type="checkbox"/> Other <i>(Please describe)</i> |

10. At the point this session began, what was the level of risk for the child(ren)?

Low 1 2 3 4 5 6 7 8 9 10 Extremely High

11. Has Child Protective Services (CPS) investigated a report about this family's children?

- ☐ Yes ➔
☐ No
☐ Don't know

A. Who is (was) being investigated? *(Please check all that apply.)*

- ☐ Mother
☐ Father
☐ Other *(Specify)*

B. What was the outcome of the investigation?

- ☐ Unsubstantiated
☐ Substantiated
☐ Not yet completed
☐ Don't know

12. Are child support or other financial matters currently before the court?

- ☐ Yes
☐ No
☐ Don't know

13. To what extent do you feel child support was an underlying issue for this session?

- ☐ Session was child support driven
☐ Child support was an issue
☐ Not at all

14. LEGAL CUSTODY - Status at beginning and end of session

BEGINNING OF SESSION:

14a. What was the status of legal custody before this session began? *(Check only one status)*

- ☐ ₁ No court order or agreement GO TO 14d
- ☐ ₂ Request for modification of court order
- ☐ ₃ TRO
- ☐ ₄ Review of temporary order
- ☐ ₅ Legal custody not at issue --current court order
- ☐ ₆ Legal custody not at issue -- parents have an agreement

IF LEGAL CUSTODY ORDER OR AGREEMENT BEFORE SESSION:

14b. What methods were used to reach that court order or agreement? *(Check all that apply)*

- ☐ ₁ Parents on their own
- ☐ ₁ Lawyers
- ☐ ₁ Agreement in court-based mediation
- ☐ ₁ Counselor recommendation to court
- ☐ ₁ Custody evaluation/investigation
- ☐ ₁ Court hearing
- ☐ ₁ Ex-parte orders
- ☐ ₁ Private mediation
- ☐ ₁ Don't know
- ☐ ₁ Other *(Please describe)*

14c. What are the terms? *(Check only one)*

- ☐ ₁ To Mother ☐ ₃ Joint
- ☐ ₂ To Father ☐ ₄ Different for each child

END OF SESSION:

14d. What was the status of legal custody at end of today's session? *(Check only one status)*

- ☐ ₁ Not yet decided
- ☐ ₂ Temporary agreement
- ☐ ₃ Final agreement
- ☐ ₄ Counselor made/will make recommendation to court
- ☐ ₅ Not at issue GO TO NEXT PAGE, Q15

14e. Legal custody order, agreement, or recommendation from today's session: *(Check only one)*

- ☐ ₀ Not decided
- ☐ ₁ To Mother
- ☐ ₂ To Father
- ☐ ₃ Joint
- ☐ ₄ Different for each child

14f. What are the next steps? *(Check all that apply)*

- ☐ ₁ No court-connected next steps
- ☐ ₁ Custody evaluation/investigation
- ☐ ₁ FCS review scheduled
- ☐ ₁ Court-connected mediation
- ☐ ₁ Court hearing
- ☐ ₁ Settlement conference
- ☐ ₁ Don't know
- ☐ ₁ Other *(Please describe)*

15. PHYSICAL CUSTODY - Status at beginning and end of session

BEGINNING OF SESSION:

15a. What was the status of physical custody before this session began? (Check only one status)

- ☐ ₁ No court order or agreement GO TO 15d
- ☐ ₂ Request for modification of court order
- ☐ ₃ TRO
- ☐ ₄ Review of temporary order
- ☐ ₅ Physical custody not at issue --current court order
- ☐ ₆ Physical custody not at issue -- parents have an agreement

IF PHYSICAL CUSTODY ORDER OR AGREEMENT BEFORE SESSION:

15b. What methods were used to reach that court order or agreement? (Check all that apply)

- ☐ ₁ Parents on their own
- ☐ ₁ Lawyers
- ☐ ₁ Agreement in court-based mediation
- ☐ ₁ Counselor recommendation to court
- ☐ ₁ Custody evaluation/investigation
- ☐ ₁ Court hearing
- ☐ ₁ Ex-parte orders
- ☐ ₁ Private mediation
- ☐ ₁ Don't know
- ☐ ₁ Other (Please describe)

15c. What are the terms? (Check only one)

- ☐ ₁ To Mother ☐ ₃ Joint
- ☐ ₂ To Father ☐ ₄ Different for each child

END OF SESSION:

15d. What was the status of physical custody at end of today's session? (Check only one status)

- ☐ ₁ Not yet decided
- ☐ ₂ Temporary agreement
- ☐ ₃ Final agreement
- ☐ ₄ Counselor made/will make recommendation to court
- ☐ ₅ Not at issue GO TO NEXT PAGE, Q16

15e. Physical custody order, agreement, or recommendation from today's session:

(Check only one)

- ☐ ₀ Not decided
- ☐ ₁ To Mother
- ☐ ₂ To Father
- ☐ ₃ Joint
- ☐ ₄ Different for each child

15f. What are the next steps? (Check all that apply)

- ☐ ₁ No court-connected next steps
- ☐ ₁ Custody evaluation/investigation
- ☐ ₁ FCS review scheduled
- ☐ ₁ Court-connected mediation
- ☐ ₁ Court hearing
- ☐ ₁ Settlement conference
- ☐ ₁ Don't know
- ☐ ₁ Other (Please describe)

16. PRIMARY RESIDENCE - Status at beginning and end of session

BEGINNING OF SESSION:

16a. What was the status of primary residence before this session began? *(Check only one status)*

- ₁ ☐ No court order or agreement GO TO 16d
- ₂ ☐ Request for modification of court order
- ₃ ☐ TRO
- ₄ ☐ Review of temporary order
- ₅ ☐ Primary residence not at issue - current court order
- ₆ ☐ Primary residence not at issue - parents have an agreement

IF PRIMARY RESIDENCE ORDER OR AGREEMENT BEFORE SESSION:

16b. What methods were used to reach that court order or agreement? *(Check all that apply)*

- ₁ ☐ Parents on their own
- ₁ ☐ Lawyers
- ₁ ☐ Agreement in court-based mediation
- ₁ ☐ Counselor recommendation to court
- ₁ ☐ Custody evaluation/investigation
- ₁ ☐ Court hearing
- ₁ ☐ Ex-parte orders
- ₁ ☐ Private mediation
- ₁ ☐ Don't know
- ₁ ☐ Other *(Please describe)*

16c. What are the terms? *(Check only one)*

- ₁ ☐ To Mother ₃ ☐ Joint
- ₂ ☐ To Father ₄ ☐ Different for each child

END OF SESSION:

16d. What was the status of primary residence at end of today's session? *(Check only one status)*

- ₁ ☐ Not yet decided
- ₂ ☐ Temporary agreement
- ₃ ☐ Final agreement
- ₄ ☐ Counselor made/will make recommendation to court
- ₅ ☐ Not at issue GO TO NEXT PAGE, Q17

16e. Primary residence order, agreement, or recommendation from today's session: *(Check only one)*

- ₀ ☐ Not decided
- ₁ ☐ To Mother
- ₂ ☐ To Father
- ₃ ☐ Joint
- ₄ ☐ Different for each child

16f. What are the next steps? *(Check all that apply)*

- ₁ ☐ No court-connected next steps
- ₁ ☐ Custody evaluation/investigation
- ₁ ☐ FCS review scheduled
- ₁ ☐ Court-connected mediation
- ₁ ☐ Court hearing
- ₁ ☐ Settlement conference
- ₁ ☐ Don't know
- ₁ ☐ Other *(Please describe)*

17. TIME WITH EACH PARENT - Status at end of session

17a. What was the status of time with each parent at end of today's session? (*Check only one status*)

- ☐ Time with each parent is still not decided
- ☐ Temporary agreement about time with each parent
- ☐ Final agreement about time with each parent
- ☐ Counselor made or will make recommendation

17b. In the first 4 weeks (28 days) after the plan goes into effect, how many overnights will the children spend with each parent?

_____Overnights with Mother

_____Overnights with Father

☐ Different for each child

☐ Not decided

17c. What are the next steps? (*Please check all that apply*)

- ☐ No court-connected next steps
- ☐ Custody evaluation/investigation
- ☐ FCS review scheduled
- ☐ Court-connected mediation
- ☐ Court hearing
- ☐ Settlement conference
- ☐ Counselor recommendation - not yet formulated
- ☐ Don't know
- ☐ Other (*Please describe*)

18. Have you:

Yes No

- | | | |
|---|--------------------------|--------------------------|
| Interviewed the children? | <input type="checkbox"/> | <input type="checkbox"/> |
| Met with attorneys involved? | <input type="checkbox"/> | <input type="checkbox"/> |
| Checked criminal records? | <input type="checkbox"/> | <input type="checkbox"/> |
| Checked police records? | <input type="checkbox"/> | <input type="checkbox"/> |
| Checked DMV records? | <input type="checkbox"/> | <input type="checkbox"/> |
| Checked CPS? | <input type="checkbox"/> | <input type="checkbox"/> |
| Checked school? | <input type="checkbox"/> | <input type="checkbox"/> |
| Testified in court? | <input type="checkbox"/> | <input type="checkbox"/> |
| Met or contacted anyone else in regard to this family? (<i>Please list</i>) | <input type="checkbox"/> | <input type="checkbox"/> |

19. Special visitation provisions agreed upon or recommended. (*Please check all that apply*)

- | | |
|--|--|
| <input type="checkbox"/> Supervised visitation initiated/continued | <input type="checkbox"/> Nonremoval of child from state |
| <input type="checkbox"/> Supervised visitation stopped | <input type="checkbox"/> Restrictions on driving with children |
| <input type="checkbox"/> Suspended visitation | <input type="checkbox"/> No contact with specific third party |
| <input type="checkbox"/> Supervised exchanges | <input type="checkbox"/> None |
| <input type="checkbox"/> Neutral pickup point | <input type="checkbox"/> Other (<i>Please specify.</i>) |
| <input type="checkbox"/> No substance (including tobacco) use during visitation. | |

20. Other provisions agreed upon or recommended: *(Please check all that apply)*

- | | Mother | Father |
|---|--------------------------|--------------------------|
| <input type="checkbox"/> None | | |
| <input type="checkbox"/> Parent education class | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Drug/alcohol testing/treatment | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Domestic violence treatment | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Other counseling for | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Attorney for child | | |
| <input type="checkbox"/> Child advocate or CASA | | |
| <input type="checkbox"/> Special master | | |
| <input type="checkbox"/> Other <i>(Please specify)</i> | | |

21. Where did this session take place?

- ☐ In my private office, not FCS or courthouse
☐ In regular FCS offices-courthouse or satellite office
☐ In space in courthouse-not regular FCS offices
☐ Other *(Please describe)*

22. As the counselor for this family, how do you feel the session went for the parents?

(Please circle the number that best indicates your assessment)

22a. [Not applicable for emergency screening or fast track evaluation.] The session was:

Not Productive
At All 1 2 3 4 5 6 7 8 9 10 Extremely Productive

22b. We worked on issues that were:

Not Difficult
At All 1 2 3 4 5 6 7 8 9 10 Extremely Difficult

22c. The level of tension or emotional intensity was:

Not High
At All 1 2 3 4 5 6 7 8 9 10 Extremely High

22d. [Not applicable for emergency screening or fast track evaluation.] Further mediation would be:

Not Productive
At All 1 2 3 4 5 6 7 8 9 10 Extremely Productive

☐ **22D DOES NOT APPLY-PARENTS REACHED AGREEMENT**

23. How litigious is this family?

- ☐ Very
☐ Somewhat
☐ Not at all
☐ Don't know

24. Did the parents seem to know what to expect in today's session/procedure?

- ☐ Yes
☐ No
☐ Don't know

25. Are you aware of any reasons why the client did not have the opportunity to fill out the parent viewpoint on site immediately after the session?

- ☐ No
☐ Yes *(Please describe)*